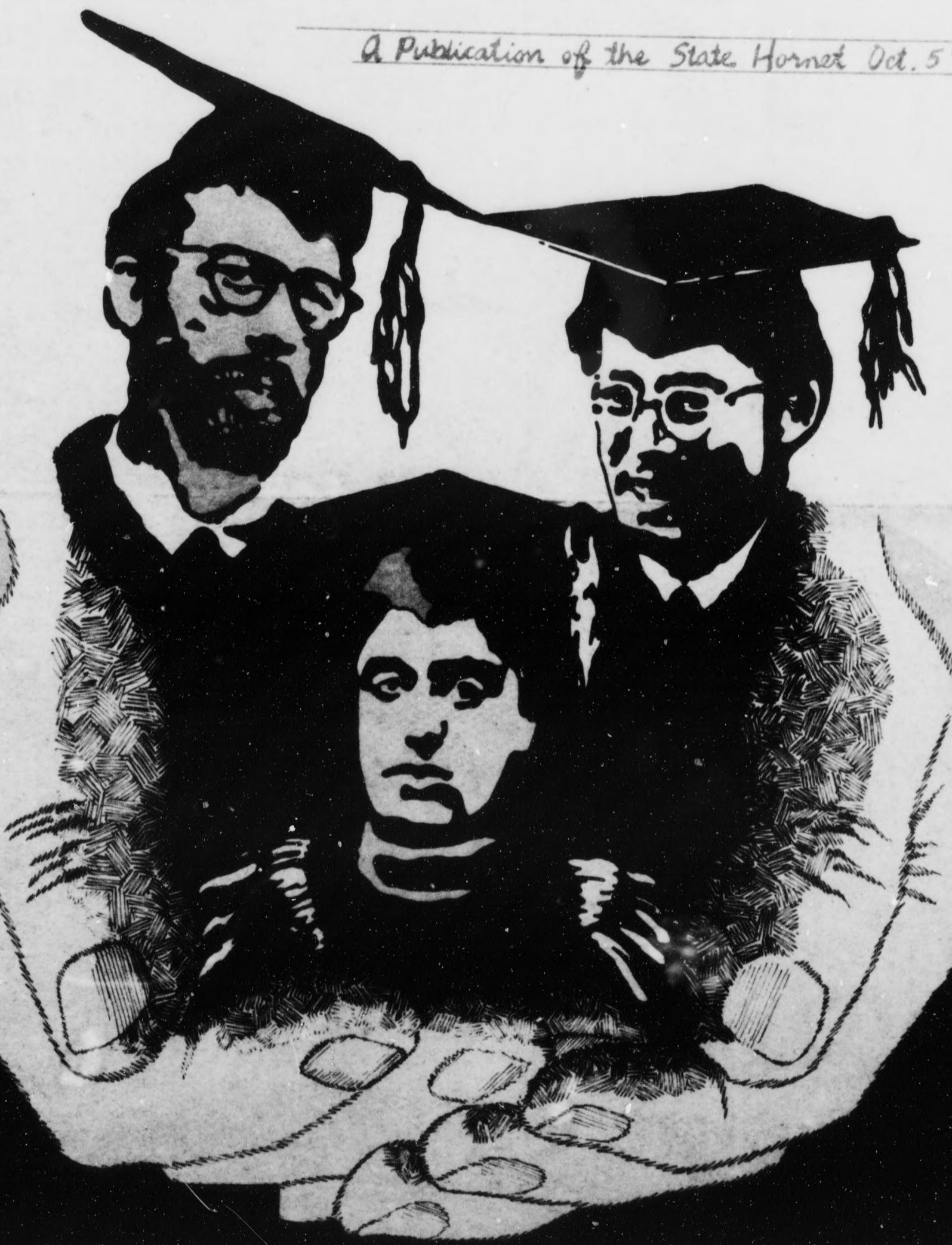


Career

A Publication of the State Hornet Oct. 5 '82



Careers

Sell Yourself: Step by Step

R.G. MAKABE
Staff Writer

Sooner or later you'll have to face it. You're going to have to look for a job, a career, and stop leeching off mom and dad or Uncle Sam.

But like the typical college student, you ask, "What experience do I have? Who'll hire me?"

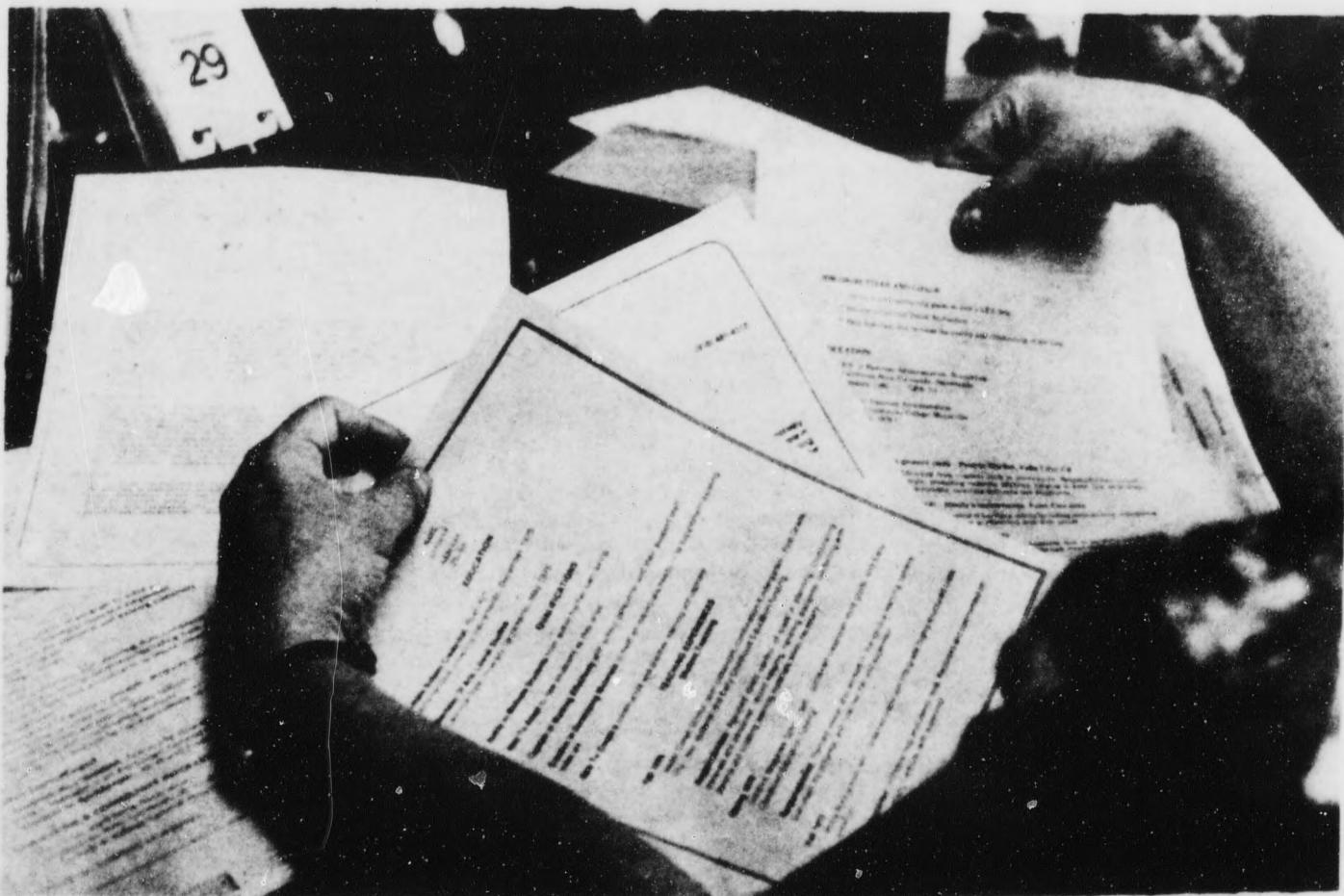
You probably have the same problem seen in many students who visit counselors at the Career Development Center on campus; you don't know yourself well enough. Consequently, you may feel insecure, nervous and perhaps have some unrealistic expectations about your employability.

The Resume

A partial solution to this problem suggested by Career Counselor Simon Slak is to write yourself a resume. Not only is having one a necessity for job hunting nowadays, but Slak says, "one of the advantages of writing a resume, even if you don't use it, is it allows you to take a realistic self inventory of yourself."

Everyone is different. The idea of a resume, beyond showing what your qualifications are, is to highlight what you have to offer, to show you uniqueness.

As a student, for example, you may not have much job experience. What you obviously do have, however, is educational experience. So, says Slak, highlight that in your resume.



A resume provides the employer with information about the applicant that the applicant may not be able to deliver in person.

Careers

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What many employers look for when they interview students is potential — management potential, for a management training program, and basic qualities such as a willingness and ability to learn quickly. Consequently, when highlighting your education, don't simply write that you graduated with a 3.4 GPA in psycholinguistics; mention your educational experience.

Educational experience can consist of tangible items like honors, scholarships, or perhaps more importantly, projects or other extracurricular work you've done; or intangible items like analytical thinking, writing skills or the ability to handle people and situations well.

Of course, if you do have work experience, highlight that. In any case, remember to relate what ever type experience you have to the job you're seeking. If you are applying for a management training position, write that your experience as a tutor or in student government has helped develop your ability to work with people to achieve desired goals.

Keep in mind that what differentiates you from other job seekers are your experiences.

Other general tips experts suggest in writing a resume are:

- Be brief and to the point; preferably no more than two pages. According to Slak, students tend to try to include too much. Don't try to answer all possible questions, rather, try to lure the reader into trying to find out more about you: in other words, give you an interview.
- Use short paragraphs and sentences.
- Be well-organized — using an outline form, Slak suggests — and put the most important information toward the beginning. Make it easy to read at a glance, since that's all it may get.
- Language: no need to be stuffy, but don't get chatty. Avoid contractions (it's, don't) colloquialisms (crummy job, lousy pay) and personal pronouns (I, me). Be simple — shorten sentences by leaving out words like the, and, and that — yet formal by using euphemisms and "power words" such as accomplished, increased and significantly. Communicate professionalism.
- Make your resume visually appealing by using white space. While it is not necessary (or practical on a student's budget) to have resumes printed, at least use a good, dark typewriter on paper of significant weight. Avoid eraseable bond that smears.
- Focus your resume on the firm and position you seek. Tailor it by relating your experiences to the position's responsibilities.

ties. That means researching your potential employer (more on that later).

- No photos; in general, choose a conservatively colored paper.
- Be completely honest with yourself and your prospective employer. Stress your assets but avoid irrelevant or potentially negative information that could screen you out. Examples: religion, political affiliation and dislikes, the name of your dog.

Basic components of a resume might include, in order of appearance:

Personal information (name, address, zip code, telephone numbers); qualifications (special skills, areas of expertise or qualities if you lack work experience); education (do not list high school); work experience (part-time, volunteer or military employment with specifics of time, location, responsibilities and accomplishments); miscellaneous (community, school activities, publications, professional associations, honors); references.

While there are several schools of thought on references — that they should be included on your resume, kept attached separately, or mentioned as "available upon request" — you should have them selected ahead of time, with permission to use them.

The Cover Letter

A cover letter can be partially important if you are mailing your resume. It is simply a short, polite letter stating why you are mailing a resume (are you answering an ad?) followed by a brief account of your qualifications (try not to repeat what is in the resume) and ending with a simple request, "May I have a personal interview at your convenience?"

Important things to remember are, again, tailoring it to the employer with relevant information and by addressing it to a specific person, spelling his or her name correctly. It is your letter of introduction.

The Interview

Another misconception among students, Slak says, is that they tend to think a job interview is forthcoming on the basis of their resume: "They think it's the final piece, when it's only one of the pieces." A resume only gets your foot in the door; the tricky part — on which closets full of books have been written — is after you're inside.

The main thing to remember in an interview, Slak says, is that "the essence is to communicate that you have the qualifications for the job and that you have a favorable character. Don't get too gimmicky. There's no right answer to an interview

20 Questions Frequently Asked in Job Interviews

1. Tell me about yourself.
2. What personal characteristics are necessary for success in your field?
3. What do you consider your most significant accomplishment at this point in your life?
4. What are your short-range goals?
5. What are your strengths? How about your weaknesses?
6. Where do you see yourself in five years? 10 years?
7. Why did you choose your college major?
8. What courses were particularly meaningful to you?
9. What extracurricular offices have you held and why?
10. Do you feel your work experience is representative of your abilities?
11. What jobs have you held? How were they obtained and why did you leave?
12. What responsibilities have you held in your work experiences?
13. What do you know about our company?
14. What qualifications do you have that make you feel you will be a success with our company?
15. What do you think determines an employee's progress in a good company?
16. Are you willing to relocate?
17. Why should we hire you?
18. Would you describe your relationships with your last three supervisors?
19. Will you fight to get ahead?
20. How about overtime work?

question. Get the interviewer to like you. It gets projected if a person comes across as phoney or with the answers rehearsed."

Two chief problems students have with interviews, Slak has found, are that they don't know and have failed to prepare themselves for the experience. (Of course, neither should be a problem if you have written an honest, accurate resume beforehand.)

In the first case, it pays to know your personality strengths and weaknesses, and more importantly, be able to explain them favorable in the context of a job situation. Examples: "I'm a very competitive person. I enjoy sports and I'm attracted to something with a competitive edge," or "I'm impatient with incompetence."

Just as in your resume, knowledge of the interviewer's firm, its product or service, and the position you're applying for can help you deal with interview questions. No interviewer likes to spend half a day educating a job seeker about the company he is trying to join. It's also easier to project self-confidence in an interview if you're solidly based in a firm's background.

Sources of information include Better Business Bureau, or Chamber of Commerce reports, annual reports and publications like the *College Placement Directory*, many of which are available at libraries or the CSUS Career Development and Planning center (in SSC 201).

You and your roommate can help each other out by each developing a set of hypothetical interview questions and quizzing each other. Don't memorize answers, how-

ever... remember you are dealing with another human being, and hopefully the interview will be a dialogue.

It's impossible not to be a little nervous in an interview, and employers understand. But extreme nervousness can be very damaging no matter what qualifications you have. Self-knowledge will go a long way toward helping your confidence, and, as Slak believes, the best way to combat nervousness is to jump into the fire often and get experience.

A practical way to combat nervousness is suggested by Anthony Medley in his book, appropriately titled *Sweaty Palms*. "People are nervous going into an interview because they fear they will not get an offer or be invited back," Medley says. "But before the interview they don't have an offer. If after the interview they still don't have an offer, they are no worse off. So why worry? What is the absolute worse that can happen to you? You won't get an offer."

Another method is to physically relax. Take a series of moderate deep breaths, close your eyes and concentrate on relaxing your entire body.

Some basic do's and don't's in interviews suggested by Medley, Slak and others include:

- Arrive at the interview early, know the name of the interviewer (but don't call him by his first name unless invited to do so) and let him take the initiative in offering courtesies such as smoking, a chair, shaking hands.
- Get specific job responsibilities early in the session so you can figure what he expects

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Careers

Resumes: More Than Just Facts

MELANIE GARNER
Staff Writer

Graduation is lurking in the corridors and beyond that awaits the hectic world of the job market. But the first step in landing that all important five-figure salary position is writing a resume. In other words, putting your life history down on paper.

However, according to Deborah Van Dyke, office manager at Word Smith, a resume consulting agency, a person should put a lot of thought and care into composing a resume, since most graduates have invested at least four years of their life preparing for a specific career.

"A resume should not be just a piece of paper consisting of facts, but a business proposal. After all, you're trying to sell yourself to an employer," said Van Dyke.

The format of a resume should begin by stating your professional objective, why you want the job and feel you are the most qualified for the position.

For the person who has had prior professional experience, a summary of qualifications is the second step. This should not only contain a list of prior positions, but also a description of the position and a background of responsibilities for each job.

"An employer wants to see your qualifications without having to thumb through pages of just listings of previous positions. He just wants to see what you're qualified to do," said Van Dyke.

The third category is education, consisting of names and addresses of the institu-

tions attended, including degrees. Personal history should be your final listing on a resume.

"Sometimes it's nice to have hobbies listed, but only if there's room. Two pages should be the maximum length for a resume," added Van Dyke.

For the college student with very little work experience in the career area he is applying for, or for the person who has held only jobs for the last four years that were used solely to put himself through school, a different approach is used.

A one-page resume may be the best bet here. The professional objective would still be first on the resume. However, education would now be emphasized more than actual work experience.

"Work experience should still be listed, but since the student has no experience in a particular job other than McDonald's, perhaps it should follow education," said Van Dyke.

The resume itself should be kept simple and conservative. Off-white or plain paper with black ink is preferable; however, Van Dyke added, many accountants, for some reason, tend to use stark white paper for their resumes.

Photographs are usually not necessary when sending a resume, but airlines usually require a photo of their applicants, since they are looking at physical characteristics when hiring.

Most employers are judging applicants on qualifications, not looks. I would be hesitant if a photograph was required," said Van Dyke.



Deborah Van Dyke of the Word Smith says a resume is "not just a piece of paper consisting of facts, but a business proposal."

photo by John Swentowsky

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Unemployment Insurance: Available on Request?

AIMEE VOYDAT
Staff Writer

Unemployment could hit any of us at any time. California's August estimates, issued Sept. 3 by the Bureau of Labor Statistics in Washington, show the state's seasonally adjusted unemployment rate at 10.3 percent. This compares with 10.5 percent in July and 7 percent a year ago in Aug. 1981, according to Suzanne Schroeder, Employment Development Department (EDD) public information officer.

The California Unemployment Insurance Program, administered by the EDD, started in California in 1935. The primary objectives of it were to provide benefits for persons unemployed through no fault of their own, to reduce involuntary unemployment and to assist in stabilizing purchasing power. The programs that were designed to achieve these goals included a system of benefit payments and a method of taxation.

At the start of the California program, both the employers and employees were taxed to pay unemployment insurance

benefit costs. Beginning in 1946, the entire cost of unemployment insurance was financed solely by employers through an experience rating tax that depends on the record of the individual employer in hiring and firing. An employer earns a lower tax rate when fewer claims are made on the employer's account by former employees. In 1972 coverage was extended to non-profit, state and some local government agencies on an elective basis.

The amount of benefits is worked out by a formula based on the length of past employment and the amount of earnings. The current minimum requirement for eligibility in California is wages totaling \$1,200 in a 12-month period, called the base period, or earnings of \$20 in each of eight weeks plus \$900. The minimum weekly payment is \$30. Therefore, at that minimum, the claimant could receive \$30 weekly for 15 weeks.

The maximum weekly benefit is now \$136 per week for 26 weeks. The average weekly wage in covered employment in 1982 was \$341.

To file a claim for unemployment insurance, go to the EDD field office nearest your residence. In Sacramento, there are three field offices. The phone number to call for information about them is 454-2895.

Just as soon as you become unemployed contact an EDD office to file your claim. If a claim is not filed promptly, it may result in an unnecessary loss of benefits.

To qualify for UI, an individual must meet the following requirements:

- Be unemployed and registered to work,
- have been paid qualifying wages during the base period of the claim,
- be physically able to work in his usual occupation or in other work for which reasonably fitted,
- be available for work, which means ready and willing to accept suitable work in his usual occupation, or in an occupation for which reasonably fitted,
- be actively seeking work on his own behalf, and,
- comply with regulations in regard to filing claims.

After filing the claim, a "Notice of Computation" will be received by mail from the headquarters office in Sacramento. This notice lists all covered wages that were paid to that person in the base period and tells him the weekly and maximum benefit amounts that can be paid to him.



To collect unemployment one must first fill out forms, then wait.

Photo by Donna Wheale

One CSUS student was laid off at the beginning of August from a Stinger Foundation job "because other people were employed who cost the firm nothing." Now this person receives \$50 per week and is unable to find employment. While standing in line at one Sacramento EDD field office, Laura Jaramillo said she receives \$117 every week. Jaramillo has been receiving unemployment insurance since January when she was laid off from her job. In Nov., she was injured off the job, but "Kimmel Property Management needed someone to work in January, and since I still couldn't, they laid me off. I worked there for 20 years making a good salary, but now I receive very little from unemployment compared to my old salary," she said.

Awareness Week Boosts Careers

STEPHANIE BARTELL
Staff Writer

In observation of Career Awareness Week Oct. 4 through 9, the Career Development and Placement Center has planned a three-phase presentation. According to Jeff Clark, assistant director of the Center, the purpose of the Center's activities during the week is to "raise the awareness of the students and faculty in terms of the work world for college graduates."

The Center will have a booth on the Library Quad every day of Career Awareness Week. The booth will be staffed with counselors from 10 a.m. to 2 p.m. Their main objective will be to make the students aware of the Center and to answer any questions.

On Tuesday, Oct. 5, Dr. Howard Figler will be on campus as a visiting scholar, courtesy of the Visiting Scholars Committee. Figler has written several career development aids, perhaps his best known being, *A Career Workbook for Liberal Arts Students*. He will be giving a general lecture entitled "College Students, Work, and Career Advising," to be held in ANTH 108 from noon to 1 p.m. He will also be conducting a faculty workshop in the morning, and the Center will be holding a reception for him in the Career Center in the afternoon. The purpose of the reception is to introduce students to Figler and the Center.

On Wednesday, Oct. 6 the Center will hold a Career Fair. Representatives from 60 to 75 organizations including profit making, government, education, non-profit, and the military, will be on campus. Students are encouraged to stop by the fair and talk to the representatives. They won't be actively recruiting, but they will be able to answer questions about careers in their specific organization.

Personnel Agency Offers Job Placement

JULIE RICHARDSON
Staff Writer

The Sutter Personnel Agency at 555 University Ave. offers job placement services for general employment in office, medicine, engineering, accounting, bookkeeping and office management. It does not offer job finding services to the trade's professions.

Owner-manager Robert B. McNairn said that it was difficult to pinpoint a percentage of the amount of people his consulting service has placed, due to variables in the eco-

nomic situation, and the number of people entering into the particular field.

Service fees charged by Sutter Personnel is 70 percent for permanent positions (more than 90 days—of the first month's total gross earnings). The fee for temporary positions (90 days or less) is 15 percent of the total amount earned.

Although the agency cannot guarantee the client that it will find them employment, McNairn finds it easier to place those who have background in economics and

business.

McNairn also advises people to have sharp interviewing skills, and to send many resumes in four to five months in advance—following up on these with letters and personal contacts. He sites Jan. and Feb. as the best months to look for jobs because of the great turn-over rate at this period.

He also recommends the utilization of personnel agencies if the individual can afford it. Sutter Personnel Agency is open Mon. through Fri. at 8:30 a.m. to 11:30 a.m. and 1 p.m. to 5 p.m.

Careers

Job Finding Skills Develop at Career Center

STEPHANIE BARTELL
Staff Writer

Helping students learn these career development skills is just one purpose of the Career Center. Located in the Student Service Center in room 201, the Center is open to students at all levels of their academic careers, and offers help in several areas of career development.

"In the past, employers took the responsibility to find employees. The responsibility is now on the other foot," says Jeff Clark, assistant director of the CSUS Career Development and Placement Center. Clark speaks of the students' needs to cultivate career development skills, specifically, non-traditional jobs-seeking methods, which are coming into greater use and proving more effective than traditional methods.

"Our emphasis is on teaching... how to get information."

— Jeff Clark

Clark has a theory on the career development methods employed by most students that he calls the "wall method." "Students show up 15 minutes before graduating, and look at the job wall for placement opportunities. We're trying to get the students early in their academic careers to use the services of the Center."

One program offered by the Career Center is aptly titled "Career Development." It is aimed at the undecided or undeclared student. According to Clark there is a misconception that, "if you don't know what you want to do for the rest of your life, you are either sick, bad, crazy, or stupid."

The Career Development program is designed specifically for students who are unsure of their career goals. The program includes a career planning workshop and a one-unit career awareness and life goals class. Individual career counseling services are also available.



The Career Center's primary value lies in the fact that 60 to 80 percent of all jobs are never advertised. The center can help find connections.

Photo by Dave Bandilla

The counselors will also aid the student in learning to use the Center's resources. "Our emphasis is on teaching the students how to get the information themselves," explains Clark.

One of the Center's resources is a career information library which contains up-to-date information on a wide range of careers. Students may also utilize the Guidance Information System (GIS), a computer-based system with current information on careers, two and four-year colleges, graduate school and financial aid.

For those students with a definite career

goal, the Center offers the Candidate Preparation program. The program consists of four workshops designed to educate the student in job finding skills, interviewing, and resume writing skills.

Because 60 to 80 percent of all jobs that are available to graduating seniors are never advertised, students need to learn alternative job seeking methods. Clark points out that "80 percent of the people are following each other on an imaginary line."

Once the student has honed his job-seeking skills, the Center offers placement services. On-campus recruiting is offered each semester to graduating seniors. A two-

hour interviewing workshop is required before the student may meet with prospective employers.

There is a "job board" located just outside the Center, with listings being posted daily, and a 24-hour tape of employment opportunities is also available. There are three phone numbers on the tape, each one being for a different career field.

Those students wishing more information about the Center can call 454-6231 or drop by the Student Services building, room 201 between 8 a.m. and 5 p.m.

Career Center Provides CARE

FRANK BRUGGER
Staff Writer

OK, so you're only a freshman or a sophomore, and it's hard enough getting through English 1A without the headache of thinking about future career goals, right? Wrong! There is a great program right here on the CSUS campus. It's Career Awareness Retention Exploration, or CARE.

CARE is a program that provides a structured approach to career counseling for freshmen and sophomores. The program is a comprehensive career delivery system, providing students with an early entry into career planning, along with referral services in a supportive environment. So if you're confused or uncertain about your career

goals, this program is for you.

Each student is given an individual orientation into the CARE program, and can select up to 15 hours of workshops during his first year. Each student can give as much time as he wants to give to CARE as activities are scheduled based on student availability.

These skill development workshops concentrate on self-assessment, career exploration, and career decision-making. Students are able to obtain individual career counseling assistance in addition to the workshops.

By the second year the program's goal is to link career goals with a special college major. Intensive career counseling meetings accomplish this task.

During the third year students are prepared for employment by attending career

development workshops in resume writing, interviewing, and employment search. Times and dates for these workshops are posted on the "workshops for the month" bulletin board located in room 201 of the Student Service Center. Workshop attendance is limited to people who have signed up, no drop-ins!

Evaluation results from the CARE pilot group indicates that the program works; students highly satisfied with the program's services (90 percent), returned for several career counseling meetings (45 percent), very satisfied with the referral services (85 percent), want to stay with the program (86 percent), and CARE helped them identify career goals (92 percent).

For more information about CARE, contact the coordinator, Dr. Shel Weissman in SSC 201, or call 454-6231.



Dr. Shel Weissman
Page 6/Careers/October 5, 1982

ROTC: Guaranteed Future

Army, Air Force at CSUS

TAMMY TAYLOR
Staff Writer

With an increasing unemployment rate most students fear not having a job after college.

One solution might be to join the military Reserve Officer Training Corps (ROTC). Through ROTC students attend college, obtain a degree, learn leadership skills and are guaranteed a career in the military.

In military language, after the ROTC program the student is commissioned as an officer. According to ROTC authorities, a college ROTC program is the easiest way to receive an officer commission in the military.

The Army and the Air Force each have an ROTC program at CSUS.

Both the Army and the Air Force have two and four-year programs. The four-year programs are split into lower division and upper division classes.

In the Army ROTC, the freshman and sophomore years at college are called Basic Course. In the Air Force, the lower division classes are called General Military Course. The student is under no military obligation while enrolled in these classes. It is basically only one class per semester the student is required to take.

After completing the lower division requirement at ROTC student must qualify for the second part of the four year program. The Army calls this the Advanced Course and the Air Force calls this second part the Professional Officer Course (POC).

Once in the Advanced Course or the POC the ROTC cadet or student is under a military contract. The cadet then receives an allowance of \$100 a month in addition to all military uniforms and textbooks being provided.

ARMY

"Seventy-five percent of all officers in the Army come from college ROTC programs," said Lt. Col. Jack Keith, professor and department chair of military science at CSUS and UC Davis.

Skills in leadership and management are taught through the ROTC program at CSUS, said Keith.

A military career is different from a regular nine-to-five job: "it's a seven days a week, 24 hours a day" job, Keith said.

"But it is the ultimate in job security," he added.

Having a career in the Army is valuable experience and also looks good on a resume, said Keith.

Rick Belovich, CSUS business major and ROTC cadet, said the Army is making his world much bigger. "I have become more responsible and understand my capabilities more," Belovich added.

Belovich, like all ROTC cadets, has agreed to serve three years active duty. As an estimated starting salary, he will receive \$16,000 a year plus benefits.

AIR FORCE

In the Air Force a minimum of four years is required in active duty, said Captain Joseph Mateo, assistant professor in the aerospace studies department.

There are approximately 150 students enrolled in the Air Force ROTC program. Approximately 20 are women, said Robin Leach, CSUS British Literature major and ROTC cadet.

Leach served four years in the Air Force as an enlisted sergeant but has returned to school so she can receive her degree and become an officer.

Leach chose the Air Force as a career because "it is a good opportunity."

"No one with an English degree can get a job right out of college that will pay what the Air Force offers," said Leach.

A spokesperson for the Air Force ROTC said Leach will receive approximately \$25,000 for a starting salary plus benefits.

For financial reasons George Spotts, CSUS computer science major and ROTC cadet, joined the Air Force ROTC program after serving 11 years in the Air Force.

Though it was a major adjustment, Spotts enrolled in the Air Force ROTC program so he might become an officer.



Air Force Major Juhl talks to CSUS junior Mike Burgun about the ROTC pilot candidate program.

photo by John Swentowsky

Navy Offers Varied Fields

CYNTHIA LAIRD
Staff Writer

The Navy Officer Program offers jobs in 26 different fields, most of them technically oriented. According to Lt. Comm. Bob Bartron, the Navy Officer Program looks for people who can handle immediate responsibility, who have leadership traits, and who have the ability to learn a technical skill.

Students must have a bachelor's degree, although it doesn't matter what field the degree is in. Before being accepted, there are several things that need to be completed.

First, students must pass a test. Once the student has passed the test, the next step is to fill out an application. This goes to a selection board in Washington D.C. There is a 60 to 70 percent chance of being accepted. If accepted, the first year is spent in Officer's Training School.

Average starting pay is roughly \$18,000 a

year. "But, salaries vary according to rank, station, marital status and the number of dependents there are," said Bartron. "Salaries can double in four years."

Although there is a high percentage of acceptances in the program, Bartron said that applicants may have to wait up to a year before being accepted.

"This is a tight year, because of the economy. The officers we have now are not leaving after a period of time. They're staying in the Navy," said Bartron.

Many of the programs involve engineering and medical jobs. There are four aviation programs.

The Navy Officer Program is offering scholarships. The scholarships pay a student \$1,000 to \$1,500 a month for the last two years of a student's college education. These scholarships are offered to exceptional math, physics, and engineering students. The Officer Program is located at 5330 Power Inn Road, Suite C.

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Careers

Aerojet Looks for Engineers, Provides Local Jobs

JENNIFER SINNA
Staff Writer

If you are interested in researching anti-cancer drugs, or building the MX missile you might consider a job with Aerojet Strategic Propulsion Company.

Dennis O. Driver, manager of organizational development and training at Aerojet, said that since Aerojet works with technical people they are looking for students who have majored in chemical, electronic, mechanical engineering, and chemistry.

There are three ways to apply for a job with Aerojet. Driver said local people usually call the employment office and applications are mailed to them. He said Aerojet gets about 500 applications a month this way. Referrals from people working at Aerojet are a very good way of finding future employees.

The third way is to go to a school from which Aerojet recruits. Driver said Aerojet

visits from 10 to 15 schools nationwide each semester. Such schools are Davis, Berkeley, MIT, Cornell and CSUS.

Mary Lynn Hollingsworth, employment manager of Aerojet, said Aerojet is currently offering entry level jobs in chemical research, design engineering, manufacture engineering, and quality insurance engineering.

"The future of Aerojet looks very good," said Hollingsworth. Aerojet is the prime contractor for the second stage of the MX missile. They are also remanufacturing the Minuteman missile, and researching anti-cancer drugs for the National Cancer Institute.

Driver also agreed that the future growth of Aerojet should be excellent, and said the economy has not adversely affected Aerojet because "money is being directed towards defense spending and we are a defense company."

SHERYL HEISLER
Staff Writer

Aerojet Liquid Rocket Co. in Folsom employs many people in the Sacramento area who work in the engineering and business fields.

"Aerojet designs, develops and produces liquid propulsion systems for use in defense and aerospace," Gwendolyn Young, employment representative said. She said the company receives many government contracts.

Aerojet also produces water jet and jet propellers for advanced marine craft, according to Young. The company also makes energy conversion and conservation equipment for industrial use, she said.

"Our rocket technology includes the orbit maneuvering system for the space shuttle Columbia," Young added.

The company looks for college graduates who have a bachelor of science degree or higher in mechanical, aeronautical, elec-

trical, industrial and chemical engineering. Young said. She also said Aerojet looks for people who have a bachelor of science degree in chemistry and physical science.

Aerojet also hires people who have a bachelor of science degree in business administration, accounting and computer science, according to Young. The company requires job experience from applicants in the computer science field.

Aerojet pays a starting salary of approximately \$2,200 per month to employees in the engineering fields, she said. People in the business field can expect a starting salary of about \$1,450 per month, Young said.

She added that the benefit package at Aerojet is comparable to benefit packages at most large companies.

She said it has been a long time since Aerojet has hired a recent college graduate with a business background because Aerojet has not had a college relations program for the last two years. The company is looking into starting a program again soon, Young said.

Computer Firm Stresses Environment

RICH CARTIERE
Staff Writer

Computer Science Corporation of Sacramento tries to make the workplace as comfortable as the home for its employees.

It believes employees' satisfaction with their daily job translates into increased productivity and efficiency, says Patricia Simmons, employee relations specialist.

Computer Science Corporation at 2000 Evergreen St. designs and produces silicon-brain software packets by contract with both the government and private industries. Its data processing department also handles Medi-Cal billing for the state.

That's a tall order, and it keeps the firm open and running 24 hours a day.

"We've got just about every type of job you can think of here," noted Simmons. "They range from the professional down to the basic skills jobs to public relations."

The list of company duties include computer operators and programmers, systems analysts, graphic artists, editors, personnel coordinators, engineers and even publicity packs.

The company's also got a 24-hour telephone "Job Line" that lists current job openings at 920-5065.

If you're looking for a professional job in the corporation, Simmons says the best educational background is a four-year computer science degree with an engineering

background.

The company considers work experience — either through internships or with other computer companies — the best qualifications of prospective employees. Technical training also weighs heavily upon a resume submitted to the corporation.

However, less high-tech professional positions can be gotten without the four-year degree.

The company's largest department is data processing, which runs on the gargantuan CMC 1800 computer.

"We train the keypunch operators by the score," said Simmons. "We also work through a number of community based organizations and schools to train the kind of people we need."

The community groups include Job Corp, the Private Industry Council and the Regional Occupational Program.

Why work for Computer Science Corp.?

"Our biggest attraction for new employees are the benefits of working here," Simmons declared.

"We have more than 150 sites in the U.S. and more than 50 in foreign countries. With our international transfer program you can end up just about anywhere you want."

The company also has an educational assistance program that helps pay the cost of getting special training or completing a college degree for its employees.

Salaries are also negotiable, says Simmons, and raises are "highly decent."

And there's an extensive in-house training program. "You can grow and move up here, if you want."

The company operates around the clock so there are openings in just about any time slot.

And don't worry about how you'll have to get to work or who's going to look after the kids. Computer Science Corporation will help you find that out through their employee assistance program which refers employees who need child care, transportation or anything else to keep their mind on their work.



Patricia Simmons of Computer Science Corporation says "We've got just about every type of job you can think of here."

Photo by Dave Bandilla



Merrill Lynch Account Executive Mark Johnson said to be a broker "You've got to be persistent. You can't be too sensitive because there's a lot of rejection."

Photo by Donna Wheale

Securities: Opportunities 'Bullish'

Solid Stock Market Assures Growth

GREGORY M. BERARDI
Staff Writer

Career Awareness Week is an excellent chance to check out the opportunities offered through CSUS in the securities investment job market.

Jobs in the securities market as account

executive, sales representative or more commonly known as broker, are expected to increase faster than the average throughout the 1980's. And with a bull market, there is no better time to consider a career as a broker.

The broker is actually a middle man

between a buyer and seller. He brings the buyer and seller together to make a transaction and takes a commission in exchange for his services.

Almost all brokers work for brokerage firms. Merrill Lynch, E.F. Hutton and Paine Webber are just three of 6,935 brokerage houses which employ over 200,000 people. Brokers split their commissions with the brokerage houses in addition to receiving a base salary.

Salaries range from \$10,000 to \$1 million a year. Fortune magazine stated that in 1981 over 100 brokers earned more than \$1 million. Salaries depend on how hard the broker works and there is no limit to how much commission a broker can make.

According to Merrill Lynch Account Executive Mark Johnson, a CSUS graduate, there are only two basic requirements for being a broker — a sharp mind and a tough skin.

"You've got to be persistent. You can't be too sensitive because there's a lot of rejection. The business is full of rejection," he said.

"You're a salesman. You're trying to sell a product like an insurance salesman or a shoe salesman. You're trying to sell people things over the telephone 99 percent of the time that are not physical things. You've got

to be able to convert these concepts into something individuals can relate with," he said.

A background in business or finance is helpful, says Johnson, but not a prerequisite. Although there are "three or four" account executives with master's in business administration in his office, there are other brokers without business related degrees working successfully as account executives.

The most successful broker, says Johnson, is the one who minimizes his paper work and most importantly, knows and meets the objectives of his clients.

Johnson is also director of the internship program at Merrill Lynch offered to UC Davis and CSUS students. Internships provide students an inside look at the securities industry and earn CSUS credit.

Some internships are offered through the Career Placement Center in the Student Service Center while others can be arranged after consulting a finance faculty member. But the best way, according to finance Professor Burton Schaffer, is to do it yourself.

"I would get out the yellow pages, put on a suit, knock on doors and talk to people. If you could offer a plan to a broker, he would be hard-pressed to turn you down," he said.

Merrill Lynch, Paine Webber, Bache Halsey and Dean Witter all offer internship programs.

Limited Hiring Policy, But IBM Fringes Are Worth It

SCOTT HARDING
Staff Writer

Name recognition and a strong reputation. For students deciding on a business career, this is often the final selling point.

These, along with what a company spokesperson said are "good benefits, competitive salaries, and a respect for the individual," make IBM a "good company to work for."

But she warned that in marketing, there is a "limited hiring" policy this year and someone has a better opportunity if his field of study is engineering (electrical, mechanical, industrial, and to a limited extent, chemical) or computer science.

IBM, this year especially, is "most interested" in these people, and hiring practices are "more aggressive in these areas."

A reorganization in marketing at the beginning of the year, led to higher efficiency while also cutting down on job opportunities.

Previously, marketing was divided into three areas, each selling certain items only. Now, two divisions do the same job more effectively since both divisions sell the entire IBM product line.

The National Accounts Division does business with larger firms, ones the spokesperson said would "belong to the Fortune 500." The National Marketing Division sells to all other companies.

When hiring, IBM looks for people with good verbal and communication skills. Related work experience, basic skills, college courses taken, hobbies and involvement in campus and/or community organizations are also important factors.

Careers



The Sacramento Bee (below) is among one of the many newspapers that use VDTs such as the one Bee staff writer Wayne Wilson uses (above).

Photos by John Stolle

'Citizen's' Beitzel Belies Image Of Tough News Editor

ANN DAVIS
Staff Writer

The stereotyped view of most news editors is a middle-aged man, usually with his stomach hanging over his belt and his hair thinning on top. Of course there is always the cigar which he is puffing on and the bottle of whiskey, thinly disguised in a brown paper bag, in the bottom drawer of his desk.

The news editor at the Elk Grove Citizen, Marsha Beitzel, projects a very different image. Beitzel is a professional who obviously knows her trade.

She combines her mechanical knowledge of journalism with an amicable way of dealing with people to successfully cover the community of Elk Grove.

Her duties at the Elk Grove Citizen cover a broad spectrum. She covers many of the community happenings, a local community planning advisory council and on-the-spot news when the rest of the staff isn't available.

Beitzel, who was raised in Elk Grove, returned to her hometown a year after graduating from San Jose State University. However, it was nearly a decade before she returned to the journalism field.

While at San Jose, Beitzel majored in journalism with an emphasis on reporting and editing. She worked on the campus' daily paper for two semesters. Her first semester she covered the activities of the Black Students Union and her second semester she was an associate editor.

"I also worked as a student writer in the college Office of Public Information," said Beitzel. There, her duties included writing



press releases and conducting tours for visitors of the college.

During the summer between her junior and senior years, Beitzel received a scholarship and internship at the Palo Alto Times, (now the Peninsula Times Tribune). There, she was intensively trained in the workings of a daily newspaper.

After graduating from San Jose with the BA, Beitzel was hired full-time at the Palo Alto Times. She was a cityside reporter covering the communities of East Palo Alto, Menlo Park, Atherton, Woodside, and Portola Valley.

According to Beitzel, the communities in her beat ranged from the very affluent to the middle class to the poverty stricken. She said the diversity in the communities supplied her with a wide range of stories.

Beitzel worked for the Palo Alto Times

for about one year before returning to Elk Grove to get married. When she left the Bay Area she also left the field of journalism.

After her marriage, Beitzel left the work force for a while. Her first job after her marriage was as an assistant in the English department at Rutter Junior High School in Elk Grove. She helped tutor the children until state funding ran out. Beitzel also attained her adult education credential to teach stitching and macrame. She taught the crafts in the Adult Education department at Elk Grove High School and at the women's facility at Rio Cosumnes Correctional Center.

While working as assistant manager at Gibson Wine Tasting Room and Gift Shop, in Elk Grove, Beitzel decided that the time had come for her to write her resume. Unfortunately, in the years since she left the

Reporters Should Think 'Small'

NOLAN DEL CAMPO
Staff Writer

Lin Peele, assistant director of personnel for McClatchy Newspapers, has bad news for aspiring journalists who expect to step right out of college and into a full-time job at a large metropolitan newspaper: forget it.

Peele said that the Sacramento Bee and other papers of its size throughout the country almost never hire reporters straight out of college. Experience and writing ability are the two qualities that newspapers look for when hiring someone. Peele recommends "two to three years (of full-time experience) at a small daily of under 50,000."

With the advent of video terminals, much of the editorial function has been reduced, so when a paper like the Bee hires someone, it expects that person to be able to step right

in and produce work of printable quality. K.W. Lee, CSUS professor and Sacramento Union staff writer, said that editors want reporters who won't give them problems. This is why most large dailies don't take on cub reporters anymore. They want responsible and efficient individuals who won't give them any more headaches than they already have.

Before you throw out your copy of *All the President's Men* and change your major to genetic engineering, it must be pointed out that there are exceptions to the rule. These exceptions are few and far between but they do exist. So if you've had some stories published, shown some potential, and possess more perseverance than patience, give it your best shot. Who knows, you may get hired. Probably the worst thing that could happen is that you'll end up cleaning shoe shine off the back of your trousers.

Palo Alto Times, the journalism field, which at the time of her graduation from San Jose was wide open, had become virtually closed.

She made her way back into journalism by doing freelance writing. The Sacramento Bee bought some of her work. Beitzel decided to apply to the Elk Grove Citizen as a stringer. She hoped she would be able to build up her portfolio so that she could resume her journalism career full-time.

Citizen publisher Roy Herburger told Beitzel at the time of her application, that he had no stringer positions available, but he was planning to replace his editor. He offered Beitzel the position.

Asked about her future plans, Beitzel replied, "I see myself in increasingly challenging positions in the field of journalism."

Broadcasting Success Elusive

DEBRA ESTRADA
Staff Writer

A career in broadcasting often brings to mind glamour, fame and financial riches.

This can be true in the case of a few name celebrities like Walter Cronkite or Barbara Walters, but what is more often the case is that the climb to success is long, hard and remains but a dream.

The most important and most difficult move in this highly competitive field is to get that first foot in the door.

"To be a television reporter, a person must have all kinds of qualities—it's difficult to fit the bill," said Al Jaffe, news director at KOVR-TV Stockton-Sacramento.

As news director, Jaffe is the person who hires the news personnel at the station.

"The three major criteria in television are good writing ability, knowledge of television news and the ability to communicate," said Jaffe. He also said a good television reporter should be aggressive, curious and observant.

Unique to television broadcasting is the practice of not only sending a resume to the news director, but along with it is sent a taped audition of the reporter's style. Through this tape, a news director evaluates both audio and visual qualities.

"Hiring is very subjective," Jaffe said. "It (the tape) either hits you or it doesn't. Someone can look professional and write great, but look and sound horrible on tape," he said.

Most new reporters get their start in smaller towns where they do several different jobs which are more specialized in the larger stations.

"Small markets such as Bakersfield or Eureka are good places to get experience," said Jaffe. "Sometimes reporters are required to shoot (photograph) the story as well as report it to gain well-rounded experience," he said.

Though many people will argue that the experience is omni-important and a college degree is not necessary, Jaffe disagrees.

"I expect to see the degree listed on a resume though it certainly wouldn't stop me from hiring someone if they were great on tape," he said.

The resume does not have to be impressive, but the cover letter should, said Jaffe.

"The cover letter tells a lot about a person," he said. "It is important that a person interested in a reporting job know how to write and put sentences together," he said.

He also said it is very important that the tape and resume be addressed to the correct person.

"It doesn't look too good when a person wants to be a reporter but can't even find out who the director is," he said. "I usually dismiss them immediately."

Steve Somers, sports anchor for KOVR-TV, is one example of a reporter who made it in the business.

"When I was young, I used to talk into light bulbs, pencils and rulers—they were my microphones," he said. "I would even sit in front of the television with the sound turned off and talk to the set," Somers added.

Somers got his start in broadcasting while he was a broadcast communications major at the University of California at Ber-

keley. He gave play by play announcements of the school games on the campus radio station.

During this time, Somers said he started calling into a night talk show program in San Francisco. "I just wanted to be on the radio—to joke around with the host of the program," he said.

"I used to talk into light bulbs, pencils and rulers..."

— Steve Somers

After calling into this program for six months, someone at the station took notice of Somers and offered him a job in general news on weekend nights.

"I couldn't fool around as much as in sports," Somers said. "In news you have to be very serious and you'd better be very good. In sports and weather you have more of a poetic license—you get to be more of a personality," he said.

His television break came in 1969 when he applied for a job at San Francisco's KPIX. "Forty seven guys auditioned," he said. "forty six had experience—only one didn't—and he got the job," Somers said.

The one Somers speaks of is himself.

Since then, Somers has worked in both radio and television jobs throughout the country, including two network anchor positions in Los Angeles and Atlanta.

"The toughest thing I have had to con-

tend with in the business is people hiring me for what I am and then trying to change me," he said.

For people interested in a television career, Somers offers some advice.

"The most important thing to a new person getting into the business is not making money, but getting their career going," he said.

A talent agent represents Somers in contractual negotiations, though he says beginning reporters do not need an agent.

"Agents don't want to sell you unless they believe in you," he said. "They wouldn't know what to sell a new person on except their dreams," he said.

He also said unique style is the key to a broadcaster's appeal. "I'm not very conventional," he said. "My approach is very unorthodox—it's my own way—but it sure beats working for a living," he said.

Bob Marshall, a CSUS student and news production assistant at KOVR-TV is a newcomer to the business. Marshall holds one of the only entry-level positions at the station. Like so many others in the business, Marshall hopes to eventually report in a large market or on the network level.

"I know I will spend many years in the midwest or the smaller markets, but being here is giving me the best start I can imagine," he said.

Marshall's newsroom duties include night assignment editor, writing news stories, programming the character generator (the machine which prints names and titles on the television screen) and research work.

"In a large market like Los Angeles, a station would probably have three people doing what I do here," he said.

Marshall's attraction to the broadcast industry is the lack of repetition in his job.

"This is the only industry where everyday you are using all of your skills, everything you have ever read or done," he said. "Every day brings a whole new set of problems," he added.

For Marshall, the most vital point is getting the experience and knowing how to find a job. "A lot of people want to enter this business with a four year degree and no practical experience or close association," he said.

Of his job, Marshall says, "this is defi-

"I will just have to be ready to go to Wichita Falls, Texas or wherever...."

— Bob Marshall

nitely not the way to get rich quick. People who have made it have been through that," he said.

Marshall also spoke of his plans for his future in the business.

"I will just have to be ready to go to Wichita Falls, Texas or where ever I have to for my start, and personally speaking, I don't even know if they have television in Wichita."

Stars in Their Eyes

Television: Not Just a Glamour Job

JOE ROGERS
Staff Writer

"I see stars in the eyes of a lot of the people I interview. Working at a television station is not exactly the glamour job people expect it to be," said Patricia Harris, public affairs director for KXTL Channel 40.

Harris recently advertised for a clerical assistant and on the first day alone received 600 telephone inquiries and 200 applicants. All for an entry level position with a starting salary of \$180 a week.

"We do everything around here but wash the kitchen sink," Harris said. "The job is mostly clerical though, and requires someone who is willing to accept responsibility. Ideally the person would be able to step into my shoes and make decisions when I'm not here," she said.

Although television experience is not a necessity, Harris saw it as a plus. But she saw the job as an opportunity for someone with initiative to learn as much as he wanted to.

"This is a non-union station and anyone can use any of the equipment—if they ask the right person and exhibit interest," she

said. The main responsibilities are in community affairs.

The assistant would screen applicants for public service time, type scripts, research topics for upcoming shows, and, "if they can do more I let them take the responsibility," said Harris.

"It's important that the person be able to use good public relations, both with the public and with other employees," Harris said. "They can't become bored with people. They must use good telephone manners and give the public the information wanted, or refer them to someone who can," she said.

With other employees it is equally important because public affairs depends on other departments to get their job done. "Public affairs doesn't have a camera crew so we have to depend on the production and news departments for camera time," Harris said.

"I had a temporary worker who told me 'I wouldn't have done that' after I picked up the mail for the news department. What she didn't see was that he was swamped and besides I was looking for a piece of mail that was coming to that department. I ask him for favors and most of the time, I get them," Harris said.

"I demand a lot and they have to give a lot, but I was a secretary for a number of years and I wasn't a whipping dog and don't

expect people to be. I don't ask people to do personal favors," said Harris.

Harris said she was amazed at how people dressed when they came to the station to fill out applications. "People came dressed very poorly. For a job in public affairs you have to look the part and that means dressing properly. People are judged by their appearance," she said.

Some of the people who showed up to fill out applications would have had "a big black mark across their name if I would have been interviewing that day," she said.

Harris offered some tips to prospective applicants for any job. Be assertive. "Tell them you can do the job," she said. But be honest about what you can do. "A lot of people lie on their resume; if you say you can type 60 words a minute, I'll find out real soon if you don't. It's better to tell the truth," she said.

And put everything you know on the resume, and of course, if you don't know, tell them you'll learn.

As far as a job with a television station, she advised persons interested to go to the department they are interested in working for. Most stations don't have a personnel office. If you want to work in the newsroom for instance — contact the head of the department," she said.

Careers

From High School to the Sacramento Symphony: CSUS Student Now a Professional Percussionist

AMITY HYDE
Staff Writer

Lonnie Slawson is happy.
He is very happy.

His happiness showed as he explained to a group of music appreciation students the various instruments he plays as a percussionist with the Sacramento Symphony. He smiled as he picked up the mallets to demonstrate the marimba. It's one of his favorite instruments. As Lonnie struck the rosewood keys, his experience, training, and practice was evident by the simplistic beauty of the sound, by the joy on Lonnie's face. It was so smooth, so simple, so easy sounding.

When Lonnie plays an instrument, it has to sound smooth, simple and easy. He's a professional. Music is his career, his life. In Sept. Lonnie got a job with the Sacramento Symphony as a percussionist. He's on his way to attaining his dream, his ambition. He's happy about that. He has a right to be — he has a job in his chosen field, a position that he had to compete for — and he's 22 and still in school.

Becoming a musician isn't easy. It takes practice and determination. To learn any instrument takes hard work, and to be a percussionist, as Lonnie is, takes knowledge of many instruments. Drums take a different technique than the xylophone, which takes a different technique than the triangle which takes a different technique than the marimba. Lonnie explained that a percussionist has to master all these different techniques, know how and when to apply them and be quick and agile enough to



photo by John Stoffe

Lonnie Slawson makes music with the xylophone.

apply them.

"A percussionist also has to be good at choreography," explains Lonnie. There's a lot of running around up there on stage,

the percussionist must know the quickest step to reach a particular instrument at just the right moment in the piece.

"I guess I was just lucky," says Lonnie, with a smile. "I always knew that I wanted to make music my career; I was always fascinated with the drums." His older sister was in a rock band, and she introduced Lonnie to the drummer. Lonnie began taking lessons from the drummer when he was 12 years old. He learned early that the old adage, "practice makes perfect," is really true. He practiced and practiced and practiced. His family was supportive. His parents and sisters seemed to understand how much it meant to him to be a musician.

When Lonnie was in high school, practice began paying off. He made the California All State Honor Orchestra, and the California All State Honor Band. He had to audition to make those, and compete with high school musicians from all over California. That was quite an experience for him. It was fun. He got to spend one weekend studying with a conductor from back east.

He also was picked from these Honor Bands to play in a nationwide symphony called America's Youth in Concert, which consisted of the best high school music students in the country. This group of talented students gave a concert at Carnegie Hall, and then toured Europe for one month, giving concerts in major cities. Lonnie had been sure when he left for the tour that he wanted to be a professional musician and the tour reinforced this desire. It gave Lonnie an insight to the world of musicians.

"Quite an experience," said Lonnie with a laugh. "It was a lot of fun."

In January, 1982, Lonnie was referred to

the Sacramento Symphony by one of the symphony's percussionists to play with them "on call." It wasn't a permanent position, but Lonnie enjoyed it, and it helped him quite a bit. When he auditioned for his part-time position he was at ease, because he had played with the symphony before.

"Auditioning for the symphony is nothing like auditioning for an ensemble here at school," said Lonnie. "The real world is totally different." The people Lonnie was competing with were professionals. He was chosen over a percussionist from New York, San Francisco and three others.

The other musicians were very good, Lonnie realizes. He looks embarrassed. He doesn't want to sound conceited. He says during an audition a musician has to play as close to perfection as possible. "I was lucky," says Lonnie. "I got close."

Lonnie feels, as a percussionist, in order to please his audience, he must want to please them. Musicians, according to Lonnie, are mere mediums designed to deliver inspiration to the audience.

Lonnie has worked hard to become a sensitive, talented medium. Ronald Holloway, head of the percussion department at CSUS, thinks that Lonnie's talent comes from dedication to learning, and an ability to learn quickly.

Wherever Lonnie's talent comes from — hard work or a blessing — he has worked hard to put his talent to good use. He is happy to be performing with the Sacramento Symphony. He is happy to be a musician.



Lonnie demonstrates his skill as a musician.

photo by John Stoffe

Majoring in Music Has Advantages Above and Beyond Being a Performer

MARY ELLIOT
Staff Writer

"One of the beautiful aspects of music is that it provides an interesting avocation for many people," said Louis Clayson, chairman of the CSUS music department. "Even if music majors don't use it for careers, they will always have interests and knowledge that will enrich their lives."

This may be an interesting perspective in these times of tight job and money markets. Many students may be choosing studies in career areas that have greater job opportunities rather than in areas where they may find greater personal satisfaction.

Clayson admitted that full-time jobs in music are limited if the musician does not want to teach, but was quick to add that the college requirements for a music degree prepare students well for obtaining jobs in other areas not involving music.

"How many disciplines require a senior recital? It is a pressure cooker situation when something is presented to the public. The interaction involved in performing gives students experience meeting people. Students grow through this," said Clayson.

Because of the experience, Clayson said



Louis Clayson

Photo by John Stodd

that these musicians are more well-rounded, interesting people who are very desirable for hire even in fields unrelated to music.

Since most positions with the average symphony are as directors of choirs, and bands are not usually full-time, these musicians usually must have second jobs to be able to sustain themselves or families.

According to Clayson, private or public school teaching provides a good steady income since it is usually full-time, and because good music teachers are always in demand.

Private teaching in the home has been a great source of income in the past for women who wanted to bring in a supplemental income. Now with the need for two incomes, private teaching is a good opportunity for a good income, said Clayson.

The CSUS music department boasts a remarkable job placement rate, with 100 percent placement of credentialed gradu-

ates in public school teaching this year. Clayson feels this is extraordinary because of the difficult times that all kinds of teachers have recently felt in the public schools.

Both bachelor degrees that the CSUS music department offers, the bachelor of arts or bachelor of music, can easily lead to

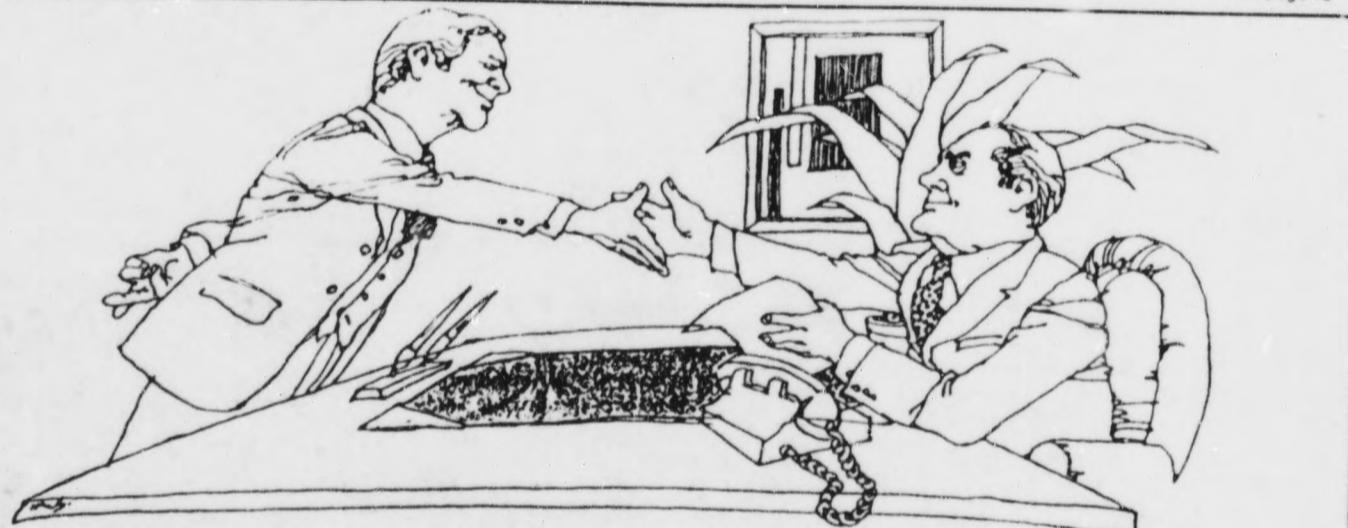
obtaining a teaching credential with the addition of courses from the credential program.

In addition to teaching, other jobs in music can be found in such fields as accompanying, directing, solo and ensemble performing, opera and composing. Music ther-

apy and recreation specialist careers are also becoming recognized.

Clayson feels that the course requirements for both degrees make up a whole package that works well together and broadens the student's musical horizons.

See page 15



How to ask for the job and get it

A successful approach to a potential employer.

- 1.- JOB LEADS FOR THE SACRAMENTO AREA
- 2.- THE ART OF JOB SEARCH
- 3.- HOW TO FIND A JOB IN A BAD ECONOMY
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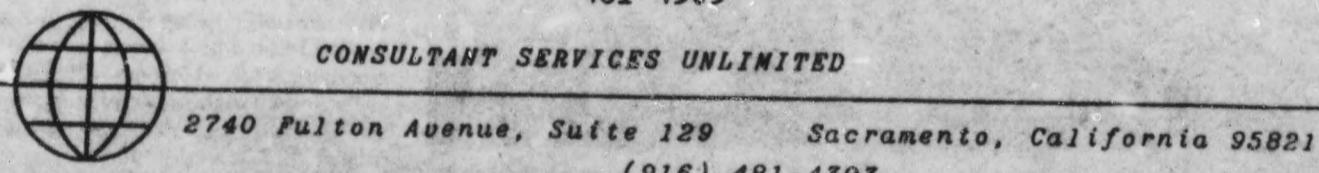
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Careers

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Health Care: Ever-Widening Field

JANIS JOHNSTON
Staff Writer

The stereotype of today's "woman in white" is changing from that of a physician's handmaiden to a responsible, practicing health profession who is not necessarily a woman.

CSU Sacramento's nursing program offers students interested in nursing the training to get a job in the ever-widening field of health care. "There's a high demand for nurses," said Anita Watson, division chair of nursing. "The opportunities are still very good." Job placement rate after graduation and certification is 99 percent to 100 percent.

Those interested in becoming nurses have a long list of highly disciplined prerequisites that must be completed before acceptance into the highly competitive and consistently impacted program.

Along with general education units, classes in the biological sciences, chemistry, physics, nutrition, psychology and growth and development are required for entrance into the program, with a minimum standing of a 2.5 grade point average.

Within the student's first semester they are exposed to the working hospital environment to make sure they know exactly what they are in for. No formal internship is required for the bachelor of science degree (B.S.), but all student nurses have hands on experience in the hospitals as part of the clinical course work, said Watson. Also, most of the students work in the hospitals in some respect during their studies.

Students accepted into the program have four options for study.

The first is a basic generic baccalaureate program for students without any prior nursing preparation. This is a four-year program consisting of two years general education and two years clinical nurse studies.

The second option is the baccalaureate program for registered nurses (RN's) licensed within the nursing field. This is mainly for those with an associate of science (A.S.) degree in nursing who wish to advance their career opportunities with a B.S. degree. This can be completed by most



Mark Vickland, Nola Seaton (right), and Karlene Curtright (center) concern themselves with the welfare of a practice mannequin. The threesome can look forward to good employment opportunities if trends continue.

in two years.

Option number three is that for licensed vocational nurses (LVN) who wish to become RN's or to obtain a B.S. degree.

The fourth option is the five-year school nurse program. This post-baccalaureate program is designed for RN's, who wish to work as school nurses or qualify for state certification (somewhat similar to obtaining a teaching credential).

Watson boasts of the 11 percent male enrollment in the college's nursing department. Male nurses make up only 2.5 percent

of the nationwide figure, she said. "We're proud of the fact we have that many males."

Contrasting the image of nurses on television, Watson said that "in reality they have more responsibility and are accountable for their actions." She also remarked that nurses are more involved in policy-making decisions where they work, which is not reflected in the press.

Knowledge of high technical changes in the hospital and the ability to problem solve are expected in today's nursing graduates. But you also need someone who cares

about people too, she said. "You can't separate the person from the machine they're behind."

Watson remarked that "by 1985 a baccalaureate degree will be required for the professional practice of nursing." Presently 50 percent to 55 percent of the students transfer from community colleges with an A.S. degree. Higher pay scales as well as advancement opportunities are incentive enough to possess a B.S. degree.

"We have an exciting and challenging program," said Watson.

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How to Sell Yourself — Step by Step

From Page 3

of you and what you expect of you.

- Be friendly. Most students, Slak says, are too shy and fail to make "contact" with the interviewer. They also tend to get hung up on technique rather than the message.

- Dress conservatively when in doubt, but always be clean, neat and presentable.

- Be enthusiastic and sincere, which should be no problem if you really want the job.

- Never downgrade a former employer. If you've had a nasty experience at a previous job and you are asked about it, turn it to your advantage by saying something like, "I've learned from the experience." Exhibit professionalism and maturity.

- Never lie, and be consistent. Lies are irreparable.

- Eye contact: a good guideline Medley suggests is just to act natural. It's not uncommon for interviewees to look away when answering or asking questions. With an aggressive interviewer, Slak suggests eye contact is a good way to show you're not intimidated. In any case keep your composure and don't take anything personally.

- During moments of silence, don't fidget and don't break the silence except with a question. (Medley suggests counting the number of seconds of dead air.)

- Don't ask about salary in the initial interview, and then only after you've been offered the job. Give a salary range when discussing money, like between \$15,000 and \$19,000."

- Finally, emphasize your positive personality traits.

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CSUS Career Center Counselor Simon Slak explains interview techniques and resume styles to an interested student.

photo by John Swentowsky

Music Offers Both Skill and Knowledge

From Page 13

The courses provide skills such as sight singing, theory and conducting that will prove valuable, as well as enriching, to the student.

Besides receiving a broad education in musical skills, which also includes plenty of bachelor of music program find strong Bachelor of Music program find strong emphasis on performance of their instrument or voice. Music students also learn to interact with each other in the required ensemble courses.

The music department not only serves music majors, it also serves a real purpose in the entire university. "We have an enormous clientele at CSUS because our input into general education is considerable."

The music department has approximately 300 students enrolled as music majors out of the 2,200 total enrollment in

music classes. Clayson said that there are approximately 400 non-music majors enrolled in music appreciation classes alone, more than the total number of music majors.

Clayson feels that music has been a fairly steady interest area on campus, saying that during the 23 years that he has been at CSUS, interest in other departments has fluctuated greatly while the influx of students and the caliber of talents has remained very steady in the music department.

The music field is also rather unique because opportunities for actual work experience can be available to the student who does not yet have a degree but has performance or other capabilities.

This aspect makes for "built-in honesty" said Clayson because the actual skills are the deciding factors in the music job market rather than the degree.

Clayson believes that the CSUS music department is successful because it not only has good facilities such as practice rooms, good pianos, available instruments and ensemble rooms, as well as a good faculty, it is also one of the few departments that is accredited by an independent professional association.

Since the department must pass the rigorous scrutiny of the National Association of Schools of Music, it really helps to keep standards within the department high.

So, even though the music major may not find the perfect, full-time job in the music field, Clayson feels that he will always have an interesting avocation that will enable him to enjoy music and be able to use it as a pleasurable release or hobby.

"We wish all of our graduates found full-time, super paying jobs," said Clayson, "but that isn't necessarily the major reason music majors should be doing this."



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INTERVIEW DATE: Thursday — October 12, 1982